**TECHNOLOGY RUBRIC FOR CREATING A COLONY PROJECT**

**EXCEL SPREADSHEET FOR SUPPLY LIST Points Possible**

Title was merged and centered across spreadsheet 2 1 0

Column Headings were easily identified 2 1 0

Columns were widened as necessary to see all info 2 1 0

Categories were identified (Ex. Food, Clothing, etc.) 2 1 0

Numbers are formatted correctly 2 1 0

Formulas were present and accurate 2 1 0

Total Column was formatted for Accounting Style 2 1 0

Total Costs were bolded 2 1 0

Orientation was Landscape 2 1 0

Gridlines, Row & Column Headings were printed 2 1 0

Grand Total calculated2 1 0

**POINTS /22**

**COLONY CHARTER Points Possible**

Title is centered 1 0

Border appears on page or template was used 1 0

Font style was appropriate and readable 1 0

**POINTS / 3**

**JOURNAL ENTRIES Points Possible**

Minimum of 100-150 words 1 0

Template was used 1 0

Consistent font style is appropriate and readable 2 1 0

Name/Entry/ # and Title is identified 3 2 1 0

**POINTS /7**

**TITLE PAGE Points Possible**

Name of colony in all caps and centered 1 0

Colony is identified as Proprietary, Royal or Charter 1 0

Word Art for Title 1 0

Border 1 0

Colonial Clip Art for pictures 1 0

**POINTS \_\_\_\_\_\_\_\_/5**

**CREDIT PAGE Points Possible**

Team Name is identified 1 0

Block # is identified 1 0

Member names are identified 1 0

**POINTS / 3**

**TOTAL POINTS \_\_\_\_\_\_\_\_\_/40**